

**Minutes of Meeting  
Board for Contractors  
INFORMAL FACT-FINDING CONFERENCES  
July 21, 2010 (9:00 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Deborah L. Tomlin, Board Member. No other Board members were present.

Victoria S. Traylor appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie M. Brown, CCR, and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case  
Lic = Licensing Application  
RF = Recovery Fund Claim

C = Complainant/Claimant  
A = Applicant  
R = Respondent/Regulant  
W = Witness  
Atty = Attorney  
Inv = Investigator

**Participants**

1. Otis L. Mitchell IV &  
Pine Grove Builders Inc.  
File Number 2009-04472  
**(NO DECISION MADE)**

C=Mr. & Mrs. Mitchell

2. Alice Osgood &  
Jonathan C. Nixon  
t/a JTL Construction  
File Number 2010-00909  
**(NO DECISION MADE)**

C=Ms. Osgood

3. Jeffrey & Jennifer Phaneuf &  
Michael D. Perry  
t/a Solid Concepts  
File Number 2010-01592  
**(NO DECISION MADE)**

C=Mr. & Mr. Phanuef

4. Jody T. Barry &  
James Christopher Maloney  
t/a The James River Company  
File Number 2010-01989  
**(NO DECISION MADE)**

C=Mr. Barry  
W/C=Mrs. Barry  
R=Mr. Maloney

5. Luis A. Richards &

C=Mr. Richards

LCS Contracting LLC  
File Number 2009-04536  
**(NO DECISION MADE)**

W/C=Mr. Cameron

6. Carmel B. Whetzel &  
Windows Direct of Winchester LLC  
File Number 2009-03611  
**(NO DECISION MADE)**

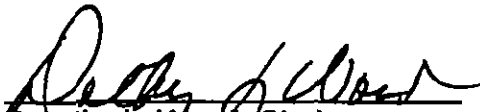
C=Mr. Whetzel

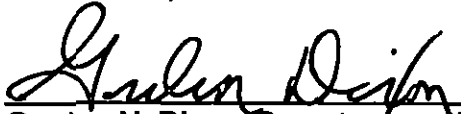
7. John J. McCargo &  
Barry Wayne Dixon  
t/a Dixon Builders  
File Number 2010-01962  
**(NO DECISION MADE)**

C=Mr. McCargo  
A/C= Mr. Hawthorne

The meeting adjourned at 2:14 p.m.

Board for Contractors

  
Dorothy L. Wood, Chairman

  
Gordon N. Dixon, Secretary

COPY TESTE:

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Custodian of Records

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTEREST ACT**

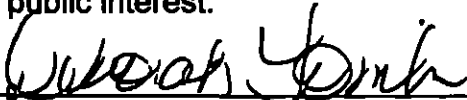
**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Deborah Tomlin
2. Title: Presiding Board Member
3. Agency: Board for Contractors
4. Transaction: Informal Fact-Finding Conferences on 7-21-10
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.



Signature

7-21-10

Date